

**TOWN OF HILTON HEAD ISLAND
ACCOMMODATIONS TAX ADVISORY COMMITTEE**

Date: December 06, 2012 **Time:** 9:00 a.m.

Members Present: Bret Martin, *Chairman*; Robert Stenhammer, *Vice-Chairman*; John Munro, Frank Soule, Trish Heichel, Mike Alsko, Stewart Brown

Members Absent: None

Council Present: William Harkins, Kim Likins

Staff Present: Brian Hulbert, *Staff Attorney*; Susan Simmons, *Director of Finance*; Erica Madhere, *Finance Assistant*

Others Present: Various representatives from organizations that applied for ATAX Grants, members of the public

Media: none

1. Call to Order:

The meeting was called to order at 9:00 a.m.

2. FOIA Compliance:

Public notification of this meeting has been published, posted, and mailed in compliance with the Freedom of Information Act and the Town of Hilton Head Island requirements.

3. Approval of Minutes:

Ms. Heichel moved to approve the Minutes of November 28, 2012. Mr. Munro seconded the motion. The Motion passed with a vote of 6-0 (Mr. Martin abstained as he was not in attendance at the November 28, 2012 meeting).

4. Chairman's Report:

Mr. Martin commented that the schedule this year calls for a quick turnaround, as the Town Council meeting to award the grants has been scheduled for January 3, which is at least one month ahead of the schedule last year. After the Accommodations Tax Advisory Committee meeting next Thursday, December 13, the Committee will have about one week to finalize its recommendation letter to Town Council.

5. Unfinished Business:

None

6. New Business:

a. Hearing of applicants

The following applicants made presentations to the Committee:

1. Mitchelville Preservation Project
2. The Heritage Library Foundation
3. The Heritage Library: Encyclopedia Hilton Head
4. Italian American Club of Hilton Head

5. Hilton Head Island-Bluffton Chamber of Commerce
6. Hilton Head Island Motoring Festival and Concours d'Elegance
7. South Carolina Repertory Company

During the presentation by The Heritage Library: Encyclopedia Hilton Head, Barbara Muller, President of The Heritage Library, asked to reduce its requested grant amount from \$40,000 to \$26,000 because the organization recently received two new grants for the project.

Mr. Soule disclosed a potential conflict of interest during the presentation by the Italian American Club of Hilton Head, and did not participate. The required disclosure form is attached.

During the presentation by the Hilton Head Island-Bluffton Chamber of Commerce, Mr. Stenhammer disclosed a potential conflict of interest and did not participate. The required disclosure form is attached.

Mr. Brown disclosed a potential conflict of interest during the presentation by the Hilton Head Island Motoring Festival and Concours d'Elegance, and did not participate. The required disclosure form is attached.

The Committee broke for lunch at 11:45 a.m. and resumed the meeting at 1:30 p.m. Mr. Munro was unable to attend the entire meeting and did not return after the lunch break.

8. Penn Center, Inc.
9. SC Watercolor Society
10. David M. Carmines Memorial Foundation
11. Skull Creek 4th of July Celebration
12. Harbour Town Merchants Assoc.: Harbour Town Lights
13. Harbour Town Merchants Assoc.: 4th of July Celebration
14. Shelter Cove Harbour Company 4th of July Fireworks
15. Hilton Head Symphony Orchestra

During the presentation by David M. Carmines Memorial Foundation, Mr. Soule disclosed a potential conflict of interest and did not participate. The required disclosure form is attached.

During the presentation by Shelter Cove Harbour Company, Mr. Martin disclosed a potential conflict of interest and did not participate. The required disclosure form is attached.

After the final presentation concluded, Susan Simmons, Director of Finance for the Town of Hilton Head Island, approached the dais to inform the Committee that the amount available for new 2013 grants is \$1,018,023. This amount is comprised of actual revenue for the first three quarters of 2012 and an estimated amount for the fourth quarter of 2012. She explained that the amount available for new grants is a slight increase over the amount that was available for 2012 grants. She noted that the Symphony Orchestra is not a Forward Funded grant as it was in the past, and reminded the Committee that Forward Funded grants have been approved for 2013 for The Arts Center of Coastal Carolina, Native Island Business & Community Affairs Association, and the Town of Hilton Head Island, and also that 2013 is the last year for all Forward Funded grants.

The committee members were pleased many of the organizations came prepared with valuable data that will be helpful during the grant recommendation process. Additionally, this type of data can enhance the organization's efficiency, and can also be a useful informational tool for other island businesses, real estate, and even economic development in the long run.

7. Adjournment:

Mr. Brown moved to adjourn the meeting. Ms. Heichel seconded the Motion. The meeting was adjourned at 3:54 p.m.

Approved:

Respectfully submitted:

Bret Martin, Chairman

Erica Madhere, Secretary